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*The Education and Training Inspectorate -
Promoting Improvement*



Providing Inspection Services for
Department of Education
Department for Employment and Learning
Department of Culture, Arts and Leisure



INVESTOR IN PEOPLE

Education and Training Inspectorate

Report of a Follow-up Inspection

Jobskills Provision
The Food and Drink Training Council
Belfast

April 2007

A number of quantitative terms are used in the report. In percentages, the terms correspond as follows:-

- More than 90% - almost/nearly all
- 75%-90% - most
- 50%-74% - a majority
- 30%-49% - a significant minority
- 10%-29% - a minority
- Less than 10% - very few/a small number.

Grading System

The Education and Training Inspectorate (Inspectorate) is piloting a new 6-point grading scale to replace the original 4-point scale as set out below. Where grades are recorded in this report, the grade is given on both the old and the revised scales.

ORIGINAL GRADE	REVISED GRADE	DESCRIPTOR
1	1	Outstanding characterised by excellence.
1	2	Consistently good; major strengths.
2	3	Important strengths in most of provision. Areas for improvement which organisation has the capacity to address.
2	4	Overall sound/satisfactory but with areas for improvement in important areas which need to be addressed.
3	5	A few strengths; significant areas for improvement which require prompt action.
4	6	Poor; major shortcomings which require urgent action.

FOLLOW-UP TO THE JOBSKILLS MODERN APPRENTICESHIP INSPECTION OF THE FOOD AND DRINK TRAINING COUNCIL (FDTC)

The original inspection in June 2004 highlighted a number of strengths in the provision. These included the:

- high standards of work demonstrated by most trainees across the Modern Apprenticeship (MA) programmes;
- increased confidence in the workplace demonstrated by the majority of trainees;
- good standard of oral and written communication demonstrated by most trainees;
- wide range of relevant professional technical courses provided for the trainees in the workplace;
- good range of quality food and drink manufacturing employers; and
- high level of support offered to trainees by all employers.

The inspection also identified the need for improvement in the following key areas:

- the poor rate of retention on National Vocational Qualification (NVQ) level 2 programmes;
- the lack of individual training plans to suit the individual needs of trainees;
- the formalised and strategic planning of directed training sessions for a significant minority of trainees;
- the need to implement systematic initial assessment procedures to meet the specific training and learning needs of individual trainees;
- the need for the FDTC to communicate to all training coordinators/managers that attainment of key skills can be met through a proxy qualification;

- the lack of workplace opportunities for a minority of trainees to progress to a NVQ level 3 programme;
- the lack of assessment in the workplace for all trainees on the craft bakery programme;
- the development of the key skills for trainees across the food and drink industry programmes;
- the over emphasis on production rather than the training in the craft bakery programmes;
- the ineffective lines of communication and liaison between FDTC and the employers;
- the weak procedures for the review, monitoring and tracking of the trainees' progress;
- the recruitment and marketing policy of the MA programmes across the food and drink industry;
- the need to clearly define the roles and responsibilities between the staff of the FDTC and the employers; and
- the need for FDTC to provide more effective management and leadership for the MA programmes.

In the interval since the inspection, the following changes which affect the work of the organisation, include:

- the introduction of an effective marketing strategy by the FDTC resulting in a significant increase, from 54 to 120, in the number of trainees registered during the past three years;
- the implementation of a rigorous retention strategy;
- a significant increase of 30% in the number of trainees recruited from a foreign national background, together with the introduction of assessor training for foreign nationals to help support the vocational training of individual trainees;
- the suspension of the on-site delivery of the craft bakery programme;
- the provision of training workshops for trainees by all food and drink employers;
- the provision of support by the Learning and Skills Development Agency (LSDA) in a range of areas relating to training and learning and self-evaluation; and

- the formal links with the Department of Agriculture and Rural Development (DARD), the Department for Employment and Learning (DEL) and Improve Ltd. in the development of a qualifications strategy and appropriate progression routes.

The Inspectorate carried out a follow-up inspection in April 2007, and the following are the most significant improvements since the original inspection:

- the improved rate of retention across the NVQ level 2 programmes, which has increased from 13% in 2004/2005 to 70% in 2006/2007;
- the good opportunities for trainees to progress into supervisory and management roles in the workplace;
- the improved lines of communication between the FDTC, employers and trainees, resulting in the effective dissemination of strategic information;
- clarification of the roles and responsibilities of the FDTC staff and the employers;
- the development of effective procedures to review, monitor and track trainees' progress; and
- the more effective management and leadership provided by the FDTC.

The areas that require further action include:

- standardised procedures for the initial assessment of the trainees' literacy and numeracy skills at the commencement of their training;
- the need to develop further the quality of individual learning plans to include defined short term targets and outcomes against which the progress of individual trainees can be measured;
- the planning for the development and delivery of key and essential skills across the provision; and
- the need to implement procedures to develop further the self-evaluation process.

The follow-up inspection of the Jobskills provision in the FDTC has identified improvements in a number of key areas where weaknesses had previously been identified. The trainees and the wider community can, therefore, have confidence in the organisation's commitment to improvement, and in the effectiveness of its action to the findings of the inspection. The Inspectorate will continue to monitor the work of the organisation to ensure that further improvements which are needed are implemented.

GRADES

Grades	The original inspection (old grading system)	The follow-up inspection (old grading system)	Revised Grading System
Overall Quality of the Provision	Grade 3	Grade 2	Grade 3
Contributory Grades			
• Standards and Outcomes	Grade 2	Grade 2	Grade 3
• Quality of Training and Learning	Grade 3	Grade 2	Grade 3
• Leadership and Management	Grade 3	Grade 2	Grade 3

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